



STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES &
ENVIRONMENTAL CONTROL

DIVISION OF WATER

89 KINGS HIGHWAY
DOVER, DELAWARE 19901

BOARD OF CERTIFICATION

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**Board of Certification for Wastewater Operators
Tuesday, March 5, 2019
DNREC, Richardson & Robbins Building**

MEETING MINUTES

In Attendance:

Board: Bryan Ashby, Brian Blackburn, Jeff Deats, Ira Kaiser and Mark Kondelis
DW: Nicole Smith and Faye Wheeler
Public:

Chairman Brian Blackburn called the meeting to order at 9:00 a.m.

A quorum of the board is present.

- The agenda for the current meeting is approved with corrections.
- Minutes of the February 5, 2019 meeting are approved as corrected.

Old Business

- **Chesapeake Bay Grant Funds for Training Upgrades**
 - Faye Wheeler reports a team met and reviewed exam questions missed by 50% of the exam takers of Levels I-III. The Board was provided with the last five year examination summary reports. Going forward we will add a block to the examination registration form. Instructors will communicate with DNREC Administrative Staff and have list of students provided and find out their pass/fail rate.
- **January 11, 2019 Exam Results**
 - A committee met to review the missed exam questions. Three questions were changed, but it was not enough to change failed scores to passing.
 - Final report.
- **Board of Certification File Security**
 - New file cabinets were purchased and are in place, Social Security Number redaction is happening.
 - Should be completed next month.
- **DRWA 29th Annual Technical Conference & Exhibition**
 - Went well.

- **Direct Responsible Charge**
 - Nicole Smith reports legal review not requested yet.

New Business

- **Section 4.04 Report**
 - Mark Kondelis reports as he was completing his facilities Section 4.04 report this year, he saw what he believes is discrepancies with the form and the regulations (especially multiple permit facilities and multi plant operators).
 - After discussion the Board has decided to put this on the list of items to explore in opening up the regulations.
- **Operator License Renewals/Certifications/Expirations February**
 - The Board reviewed renewals, certifications and expirations.
- **License certifications and renewals audit for February**
 - Six files were randomly pulled and reviewed by the Board – no issues were found
- Board had discussion about continuing education credit hours and renewal process. The Board should clarify the intent of Section 8.4.1 Policy we can't do that until such time as the regulations can be clarified.
- Jeff Deats asks the Board if they are willing to write quarterly articles for WWOA on a occasionally. Jeff will get the contact information to Faye Wheeler and she will find out the due dates, compose information, and submit to Board for edits and approval.

Meeting was adjourned 11:09 a.m.

The next Board of Certification for Wastewater Operators meeting will be held on Tuesday, April 2, 2019 at DNREC, Richardson & Robbins Building, Conference Room B172.

Respectfully Submitted,
Faye Wheeler, CAP, OM